

**MINUTES OF MEETING
LINCOLN PUBLIC LIBRARY
BOARD OF TRUSTEES
March 31, 2015**

CALL TO ORDER:

Trustee Merle Krueger called the meeting to order at 5:40 PM at the Lincoln Public Library.

PRESENT:

Treasurer Rita Caraccia and Trustee Gertrude Toher were present. Also in attendance was Becky Boragine, Library Director

ABSENT:

Chairwoman Karen Quinn

APPROVAL OF MINUTES:

The Minutes of the March 2, 2015 meeting were tabled until the next board meeting.

DIRECTOR'S REPORT:

Ms. Boragine informed the Board that she attended a Town Directors meeting, Friends of the Lincoln Public Library meeting, met with a Budget Board representative and participated in their tour of the library building. During February two computer classes were held, twenty story times, nine children's programs, six teen programs and

eight adult programs took place. Ms. Boragine indicated that items added to the collection in February were 929 books, videos, CD's, magazines, DVD's, CD-ROMS, etc. Also, circulated were 14, 078 items. A total of 42 new patrons were given library cards. Loaned 4,203 items out to other libraries and borrowed 1,599 items. The in-house computer usage was 1,147. The Library web pages were accessed 128,992 times. The online database usage was 1,340. Overdrive usage was 1,227 and includes 236 Audio, 6 Video, 0 Music, 985 E-Books and all other E-Books usage was 285.

A motion to accept the Director's report was made by Trustee Toher and seconded by Treasurer Caraccia. The motion was approved unanimously.

FINANCIAL REPORT:

No Financial report was made this month, and was tabled until the next board meeting.

- Fines: \$0.00
- Champlin Account: \$0.00
- Trustees Account: \$0.00
- Checking Account: \$0.00
- Certificate of Deposit:\$0.00
- Catie Kurowski Fund: \$0.00

UNFINISHED BUSINESS:

Ms. Boragine provided an update on the library renovation. The end panels should be in during the month of April, the reference desk is on order, wiring has been completed, and poles will be wrapped. The parking lot will be graded after the remaining funds are approved at the financial town meeting. The flag pole and concrete pad will be removed and flag pole will be relocated near the book drop. The handicap railing will be removed once the parking lot grading is complete and handicap accessible doors are completed.

Trustee Krueger raised a question about the old CLAN cards versus the newer cards. Ms. Boragine indicated that the CLAN card should be replaced with a newer Ocean State Library card.

Ms. Boragine informed the Board that Freegal will be available to library patrons in April.

NEW BUSINESS:

The Board wishes to welcome its newest member from District 1, Gertrude Toher.

The DVD Policy/Contract was updated. The highlighted areas representing the changes to the policy were discussed. Ms. Boragine indicated that libraries across the state are trying to have consistent policies, especially as it relates to loaning DVD's out. Loan period

was updated from one week to three weeks for the circulation of multidisc television series, and three blu-ray discs can be loaned out at one time versus two. A question from the board on the condition of the DVD's when they are returned was discussed. Ms. Boragine informed the board that the DVD's are cleaned and rely on patrons to let them know if there are any problems with the DVD. A motion was made by Trustee Toher to accept the DVD policy as updated, seconded by Treasurer Caraccia.

The summer schedule of meetings was discussed. No meeting during the month of July, however a meeting date for August needs to be set, August 4th or August 18th.

The monthly newsletters and calendars have been sent out and distributed to patrons and can be found online at the library website.

Next Meeting is April 28, 2015 at 5:30 pm.

PUBLIC COMMENT:

None

ADJOURNMENT:

There being no further business, a motion was made by Treasurer Caraccia and seconded by Trustee Toher to adjourn the meeting at

6:21 PM. The motion was approved unanimously.

Respectfully submitted,

Joan Dion

Board Secretary